

Idaho HIV Care and Prevention Council

An Introduction

Thank you for your interest in the Idaho HIV Care and Prevention Council!

The Idaho HIV Care and Prevention Council (ICPC) was created by the Idaho Department of Health and Welfare. Its purpose is to promote effective HIV care and prevention programming in the state of Idaho, and to reduce the further spread of HIV infection.

The ICPC uses a “community planning” process to accomplish its work. Members work in partnership with the Idaho STD/AIDS Program to assess prevention and care needs in the state, determine the populations most at-risk of HIV infection, and recommend effective prevention strategies to reach these populations.

The ICPC’s decisions are based on many forms of data, including an epidemiological profile of who is infected in Idaho, and evidence-based studies of what interventions have proven to be successful in reducing HIV.

The ICPC incorporates the views, knowledge and experiences of many individuals and agencies. ICPC membership includes persons infected by HIV, persons representing populations at risk of HIV, HIV prevention and care providers, health department representatives, educators, and persons with expertise in behavioral science, substance abuse, corrections, health planning, epidemiology, and evaluation. The ICPC leadership ensures that every member is included equally in meeting discussions and decision-making.

ICPC members hold a three-year term. The group meets 2-3 times per year, and meetings usually last 3 days. Members are expected to participate fully in all meetings. In addition, each ICPC member serves on a committee that works between ICPC sessions. Transportation, lodging, and meal costs for ICPC meetings are covered by the Idaho STD/AIDS Program.

For further information on the ICPC, you may contact Anne Williamson, STD/AIDS Program Manager, P.O. Box 83720, Boise ID 83720, (208)334-6527, willia25@idhw.state.id.us

For a membership application to the ICPC, please contact Karen Hoekstra, Mountain States Group, 1607 West Jefferson Street, Boise ID 83702, (208) 336-5533, ext. 234, khoekstra@mtnstatesgroup.org

ICPC MEMBER EXPECTATIONS

Time Demand – ICPC members hold a three-year term. We meet face-to-face at least twice a year with the possibility of an additional face-to-face meeting being scheduled. The meetings usually last 2-3 days. In addition, each ICPC member is expected to serve on a committee that will work between ICPC sessions. Transportation, lodging, and meal costs for ICPC meeting are expenses incurred by the state of Idaho's Ryan White Title II and HIV Prevention federal grants.

Committees – There are six committees on the ICPC that conduct business during the year. These include the Executive, Care Services, Prevention Intervention, Needs Assessment, Gap Analysis, and Administrative. A description of each committee's role is provided on the following page. The committees are where most on the work of the ICPC is accomplished. Each member is expected to actively serve on one committee.

PIR – Idaho's HIV prevention funds come from the Centers for Disease Control (CDC). The CDC has developed guidelines for state prevention planning groups. Parity, Inclusion, and Representation, or PIR is an important aspect of these guidelines.

- **Parity** means that every member is at the same equal level. The ICPC tries to insure that new members understand the process, the terms, and the details of the statewide prevention planning process so that all members feel welcome to participate.
- **Inclusion** means that every member is included in the process, the discussion, and the decision-making. The leadership of the ICPC makes great efforts to help new members become a part of the process. ICPC resource staff and members are always approachable and willing to explain the events of the ICPC meetings.
- **Representation** means that members to the ICPC do not solely represent themselves, but also their membership category, such as a prevention organization, affected population, or area of expertise. The ICPC wants its members to share the views of the groups that they represent.

ICPC Committees

Needs Assessment Committee assesses the prevention and care needs of Idaho's at-risk populations, using epidemiological and other data, both primary and secondary, to determine specifically what the precise needs of at-risk populations are in regards to both prevention and care.

Gap Analysis Committee analyzes the data produced by the Needs Assessment committee to determine the gaps and barriers to successful prevention and care in the state of Idaho.

Prevention Intervention Committee takes data from the gap analysis to research and recommend prevention interventions to meet the identified gaps. In addition, the Prevention Intervention Committee recommends continuing existing interventions that meet current gap analyses.

Care Services Committee recommends solutions to address gaps and barriers to care identified by the gap analysis. In addition, the Care Services Committee identifies long and short -term goals, describes the existing continuum of care, and assists in developing the state's services delivery plan.

Administrative Committee recruits, recommends and reviews ICPC membership; and evaluates the planning process for the ICPC and reviews interventions statewide for care and prevention issues as submitted by the STD/AIDS Program.

Executive Committee is comprised of the chairs from each of the above committees. The Executive Committee works with the ICPC Co-Chairs and the STD/AIDS Program to make prevention and care recommendations.

ICPC MEMBERSHIP APPLICATION

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ E-mail: _____

INSTRUCTIONS: No one answer determines who will be an ICPC member. This application is used to help the Administrative Committee learn more about candidates. The reviewers of applications will keep the information you provide in confidence. You may hand-write or type this application, but please make sure that it is legible. The deadline for this application to be submitted is **October 1, 2004**.

1. Describe why you would like to become a member of the ICPC.
2. What amount of time would you be able to commit to ICPC meetings and committee work?
3. What experience do you have with HIV prevention; HIV/AIDS care; or people at risk for HIV?

4. The ICPC has a variety of membership categories. Please indicate the category(ies) you believe you represent and provide further details regarding your membership category(ies) below:

- ☐ Person who is HIV positive
- ☐ Member of a population at risk of HIV/AIDS
- ☐ Organization that provides HIV prevention services
- ☐ Organization that provides HIV care services
- ☐ Other organization relevant to HIV prevention and/or care
- ☐ State health department
- ☐ Public/local health department
- ☐ Substance abuse
- ☐ Mental health
- ☐ Corrections
- ☐ Epidemiology expert
- ☐ Behavioral or social health science expert
- ☐ Program evaluation expert
- ☐ Health planning expert
- ☐ Key organizations providing HIV prevention, care and/or related services
- ☐ Elementary/secondary/higher education

Further explanation of your membership representation:

5. Please indicate your top three choices of which committee you would like to be assigned to (please refer to committee descriptions attached):

- | | |
|--|---|
| <input type="checkbox"/> Administrative | <input type="checkbox"/> Needs Assessment |
| <input type="checkbox"/> Prevention Intervention | <input type="checkbox"/> Care Services |
| <input type="checkbox"/> Gap Analysis | |

6. Briefly provide additional information about yourself that you feel is unique or of importance in regard to being an ICPC member (include skills, assets, or knowledge).

7. What changes would you like to see in HIV prevention or care services on the local, regional, statewide, or national levels?

Please submit your application by October 1, 2004 to:

Karen Hoekstra
Mountain States Group
607 West Jefferson Street
Boise, ID 83702
(208) 336-5533, extension 234
Fax: (208) 331-0267
Email: khoekstra@mtnstatesgroup.org